



**Kentucky State University
2006 - 2008 Regional Stewardship Program
Infrastructure Plan**

Submitted
November 15, 2006



Kentucky State University

Frankfort, Kentucky 40601

Office of the President

November 15, 2006

Dr. James Applegate
Vice President for Academic Affairs
Kentucky Council on Postsecondary Education
1024 Capital Center Drive, Suite 320
Frankfort, KY 40601

Dear Dr. Applegate:

Please find enclosed the proposal from Kentucky State University for the Regional Stewardship Infrastructure Grant. This proposal will provide a solid foundation that will allow the University to have a successful partnership with the community.

If you have any further questions, please don't hesitate to call.

Sincerely,

A handwritten signature in cursive script, reading "Mary Evans Sias".

Mary Evans Sias, Ph.D.
President

Attachment

Cc: Dr. Juanita Fleming
Steve Mason

Regional Stewardship Infrastructure Plan

Introduction

As the Commonwealth of Kentucky's 1890 Land Grant Institution, Kentucky State University fulfills its responsibilities under federal law and participates fully in appropriate U.S. Department of Agriculture programs in accordance with the mission of the university. That designation supports a model infrastructure which strongly facilitates public engagement.

Kentucky State University plans to significantly increase its focus, commitment, and energies toward developing, executing, and integrating a comprehensive regional stewardship program. The plan will include forming networks and partnerships to better serve KSU's surrounding communities and region. This infrastructure will accommodate an expanded focus on civic engagement, which will include:

- Strengthening campus/community partnerships and addressing regional problems.
- Engaging the campus community – faculty and staff – to include strategies for recruitment and professional development and a focus on incentive/reward systems that encourage public engagement.
- Incorporating strategies and activities that encourage public engagement as a natural and routine part of the institution's learning environment.
- Increasing interaction between the campus and the surrounding community through a regional community planning/advisory group that addresses regional needs.

All components of the 2006-2008 Regional Stewardship Infrastructure Plan will be implemented within the two-year timeframe, and accelerated whenever possible.

1. Programmatic Plan Narrative

a. Mission/Vision/Strategic Priorities

Mission

The Kentucky State University Board of Regents, at its October 27, 2006, meeting adopted the following revised mission statement:

Kentucky State University, building on its legacy of achievement as a historically black, liberal arts, and 1890 land-grant university, affords access to and prepares a diverse student population of traditional and non-traditional students to compete in a multifaceted, ever-changing global society by providing student-centered learning while integrating teaching, research, and service through high-quality undergraduate and select graduate programs.

The revised mission, vision, and strategic plan for Kentucky State University will accommodate the implementation of the regional stewardship program.

Currently, the university has some expectation for public engagement through its service-learning program.

More than 400 students and 20 faculty members participate in service learning activities, including service-learning orientation sessions and workshops for faculty, students, and community partners. Campus-based community outreach efforts include an after-school tutorial program, which provides assistance to at-risk students in reading, writing, and mathematics. The Summer Youth Enrichment Program is a half-day summer camp designed to reach children ages 6 – 12. KSU's 18 community partners include the Big Brothers/Big Sisters of the Bluegrass, Frankfort Soup Kitchen, Red Cross, YMCA, King's Center, Walter Todd Community Center, Habitat for Humanity, United Way, Junior Achievement of the Bluegrass, Elkhorn Elementary School, Downtown Frankfort, and Salvation Army.

Kentucky State University's mission statement has historically addressed community service through its HBCU and Land Grant designations. The university recognizes the importance of community service as an integral part of the education of its students. Additionally, the university understands the importance of its role as a community resource. The university's interpretation of its vision and the direction of its strategic planning will become more community service centered. KSU's vision now will be more responsive to the needs of the community, the vision that leaders have for the community, and the strategic plans of the community. Consensus will be found in both public and formal forums, as well as in informal forums as it relates to university and community strategic priorities. This is the essence of stewardship of place.

b. Planning/Budgeting

There are no budget lines specifically dedicated to a public engagement program and activities, with the exception of the Land Grant Program and Community Outreach Office.

The university's planning and budget processes are supportive of its current civic engagement programs. The majority of the Land Grant Program initiatives and community outreach activities are funded through federal grants. The university supports these programs in a variety of ways. In almost all cases, space and facility services are provided. The university also regularly grants release time to faculty and staff to support their participation in grant-funded programs that foster civic engagement.

The university conducts an annual planning and budgeting process. Each cost center within the university is responsible for developing strategic priorities and accommodating budgets. A Regional Institute for Civic Engagement will be included in the planning and budgeting process, thereby fully integrating a civic engagement component within the strategic priorities of the university. Additionally, the university will continuously monitor potential revenue sources as a means of acquiring funding that will enhance the program and provide incentives for individual faculty and department units to be civically engaged.

c. Engagement Infrastructure

Kentucky State University has an infrastructure in place that strongly supports public engagement. As the comprehensive institution located in the capital city, Kentucky State University provides service and outreach to the community and focuses on meeting the applied research and service needs of state government. Because KSU is an 1890 Land Grant Institution, we have strong, well-established programs directly dedicated to community engagement. In addition to Cooperative Extension, our Land Grant Program also houses and directs the Office of Community Outreach, which develops and implements the university's service-learning activities.

Another center with a strong outreach component is Kentucky State University's Center of Excellence for the Study of Kentucky African Americans. CESKAA is the major repository for the collection of books, records, and artifacts relative to the history and status of African American citizens of the Commonwealth and elsewhere. The university makes such materials available to the community and students for study and scholarly research.

In response to the stewardship of place initiative, Kentucky State University will establish an Institute for Civic Engagement. The mission of the institute will include

the promotion of regional and statewide economic development, livable communities, social inclusion, creative governance, and civic participation through public engagement activities.

d. Recruitment/Professional Development

Currently, it is expected that administrative leaders, faculty, and staff will provide service that reflects KSU's commitment to public engagement. The advertisements for administrative and faculty positions do not always specifically indicate that commitment, but interviews conducted emphasize that public engagement activity is an expectation.

The administration will direct and assign specific responsibility for ensuring that requirements of civic engagement are stipulated in all recruitment materials, position descriptions, personnel performance evaluations, and professional development activities.

It is expected that with the stipulation of civic engagement requirements, significant changes to recruitment materials and methods applied in professional development activities will take place. This will ensure that the execution of the university's stewardship of place plan stays on course.

e. Incentive/Reward System

Incentive programs that encourage civic engagement activity are already a part of the institution's policies. An annual performance review of the Deans, Director of Land Grant, and Director of Graduate Studies is conducted by the Provost/Vice President for Academic Affairs. The review covers the goals of the Deans and Directors, some of which reflect on stewardship of place priorities. Non-academic units also conduct performance reviews.

Deans, Chairs, Faculty, and Staff are rewarded according to the outcome of their respective performance evaluations. The Administration will ensure that all systems of evaluation contain civic engagement criteria as a component of performance.

f. Learning Environment

The university has incorporated as a course requirement in the freshman orientation classes its commitment to community service projects. Additionally, some professors, apart from freshman orientation, offer the opportunity for credit to students who perform community service projects. The university encourages all student clubs, fraternities, sororities, and other student groups to engage in public service projects.

The Office of Community Outreach works with all of these students to connect them with service-learning projects. Ongoing projects involve activities with several community groups, including:

- Big Brother/Big Sister Mentoring Project at Elkhorn Elementary School
- Frankfort Soup Kitchen
- The King's Center After-School Tutoring
- Salvation Army Food Baskets
- Habitat for Humanity

The university recognizes the importance of a holistic approach to educating college students. Service learning is an integral part of this approach and as such, the university is committed to increasing the use of this learning tool in the syllabi of courses taught across the academic offerings. This effort will be supported by the stewardship of place infrastructure that is being described in this document. It will be sustained by the university's emphasis to faculty and staff on civic engagement through revised personnel policies and incentives for faculty and staff.

g. Information/Reporting Systems

Systems and mechanisms for collecting, analyzing, and reporting data reside within various components of the university as appropriate for ensuring compliance with internal and external entities. Primary responsibility for data collecting and reporting resides with the Office of Institutional Research and Effectiveness. The office will be responsible for any system development needed to document and account for civic engagement activities.

The Regional Institute for Civic Engagement will utilize the services of the Institutional Research and Effectiveness Office. This office will design the data collection and reporting systems utilized to account for the impact of the university's civic engagement programs.

A significant change will be the coordination of data collection and reporting by the staff of the Regional Institute for Civic Engagement.

h. Campus/Community Interaction

Kentucky State University is viewed as an important entity in the Frankfort community and its service area. As such, the university has institutionalized its presence through active membership on various community boards and organizations. Through these relationships, the university provides resources and facilities that assist these various groups to achieve their service goals.

The university has several planning and advisory groups associated with its programs. These and other groups have participated in the processes used to select key university leaders. They have also been involved in past university planning endeavors.

Financial Information

a. Proposed Budget

<u>Category</u>	<u>FY 2006-2007</u>	<u>FY 2007-2008</u>
Personnel	165,000	173,250
Operating	<u>35,000</u>	<u>35,000</u>
Total	200,000	208,250

b. Budget Narrative

The Regional Institute for Civic Engagement's mission of ensuring full integration of stewardship responsibility throughout the university will require sufficient staff who possess a broad set of skills. The proposed budget above will support two positions. Operating funds will be utilized to support the plans of the regional advisory council and to engage communities in programs and activities.